

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF JULY 4 - JULY 8, 2011

MONDAY, JULY 4, 2011

HAPPY FOURTH OF JULY

(No Meetings)



TUESDAY, JULY 5, 2011

(No Meetings)

WEDNESDAY, JULY 6, 2011

*5:00 p.m. Public Safety Committee
(Public Hearing For The Purpose of Discussing
the Proposed Creation of Section 30.10 of the
Brown County Code Entitled "Fuel Theft
Prevention")

Room 200, Northern Building
305 E. Walnut Street

*6:30 p.m. Planning Commission

Metro Transportation Center
901 University Avenue

THURSDAY, JULY 7, 2011

*5:45 p.m. Education and Recreation Committee

Resch Centre
1901 S. Oneida Street

FRIDAY, JULY 8, 2011

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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PUBLIC SAFETY COMMITTEE

Tom De Wane, Chair
Andy Nicholson, Vice Chair
Dave Kaster, Tim Carpenter, Patrick Buckley

PUBLIC SAFETY COMMITTEE

Wednesday, July 6, 2011

5:00 p.m.

Room 200, Northern Building
305 E. Walnut Street, Green Bay

PUBLIC HEARING

For the purpose of discussing the proposed creation of Section 30.10 of the Brown County Code entitled "Fuel Theft Prevention."

- I. Call meeting to order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of June 1, 2011.
1. Review of minutes:
 - a. Emergency Medical Services Council (May 18, 2011).

Communication

2. Communication by Supervisor Vander Leest re: Request to explore ways to increase fraud investigations in Social Services in Brown County. *Held for one month.*

District Attorney

3. Monthly Drug Criminal Complaint Numbers (standing item).

Sheriff

4. Key Factor Reports and Jail Average Daily Population by Month and Type for the Calendar Year 2011.
5. Budget Status Financial Report for May, 2011.
6. Budget Adjustment (11-84): Increase in expenses with offsetting increase in revenue.
7. Budget Adjustment (11-85): Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund).
8. Ordinance to Create Sec. 30.10 of the Brown County Code Entitled "Fuel Theft Prevention". *Referred from June County Board.*
9. Closed Session: Pursuant to Wis. Stats. § 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations (Fraud Investigations).
10. Sheriff's Report.

Public Safety Communications

11. Budget Status Financial Report for April, 2011.
12. Budget Adjustment (11-81): Increase in expenses with offsetting increase in revenue.
13. Budget Adjustment (11-82): Increase in expenses with offsetting increase in revenue.
14. Grant Application Review (11-09): Homeland Security – HS NIMS and ICS Training
15. Director's Report.

Circuit Courts

16. Budget Status Financial Report for May, 2011

Clerk of Courts

17. Budget Status Financial Report for May, 2011.

Medical Examiner - No agenda items.

Other

11. Audit of bills.
12. Such other matters as authorized by law.

Tom De Wane, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, July 6, 2011
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	Pat Kolarik	_____
James Botz	_____	Ron Kryger	_____
William Clancy	_____	Jack Lewis	_____
Norbert Dantine, Jr.	_____	Patrick Moynihan, Jr.	_____
Ron DeGrand	_____	Ken Pabich	_____
Bernie Erickson	_____	Gary Pahl	_____
Mike Fleck	_____	Mike Soletski	_____
Steve Grenier	_____	Alan Swatloski	_____
Mark Handeland	_____	Mark Tumpach	_____
Phil Hilgenberg	_____	Jerry Vandersteen	_____
Dotty Juengst	_____	Tim VandeWettering	_____
Tom Katers	_____	Dave Wiese	_____

1. Approval of the minutes of the June 1, 2011, regular meeting of the Brown County Planning Commission Board of Directors.
2. Subdivisions Ordinance variance to Section 21.63(6) to allow for an outlot to serve as required street frontage. (VAR 2011-02 TWR)
3. Distribution of the *Administrative Modification to the 2011-2015 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area, June 2011.*
4. Energy Efficiency and Conservation Block Grant (EECBG) project update.
5. Director's report.
6. Brown County Planning Commission staff updates on work activities during the month of June 2011.
7. Other matters.
8. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE

Jesse Brunette, Chair
Tim Carpenter, Vice Chair
Bill Clancy, John Vander Leest, Vicky Van Vonderen

EDUCATION & RECREATION COMMITTEE

Thursday, July 7, 2011
Tour of Arena at 5:00 pm
Meeting at 5:45 pm
Resch Centre
1901 South Oneida Street

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/modify minutes of June 2, 2011.
1. **Review Minutes of:**
 - a. Brown County Library Board (May 19, 2011)
 - b. Joint Meeting Listening Session – Brown County Ed & Rec Committee, Neville Public Museum Governing Board and Board of Directors of the Neville Public Museum Foundation (June 14, 2011)
 - c. Neville Public Museum Governing Board (June 13, 2011)

Parks

2. Budget Status Financial Report for May, 2011.
3. Request to approve park areas open for hunting during the 2011 season.
4. Budget Adjustment (11-77): Increase in expenses with offsetting increase on revenue.
5. Resolution to Approve Entry into a Maintenance Agreement with the Wisconsin Department of Transportation Regarding the Operation of a Bike Trail Along Highways 57 in Brown County.
6. Review and possible changes to the County Park policy regarding launching more than one recreational vessel from a vehicle at County docks and waterways. *Referred to staff at June meeting.*
7. Director's Report.

Resch Centre/Arena/Shopko Hall

8. Update re: Repair and Maintenance Timeline at the Resch Center (standing item).
9. Complex Attendance for the Brown County Veterans Memorial Complex.
10. Discussion with possible recommendation re: maintenance and future use of Resch Centre, Arena and Shopko Hall.

Museum

11. Budget Status Financial Report for May, 2011
12. Museum Attendance and Admissions Report for May, 2011
13. Museum Director's Report.

NEW Zoo

14. Monthly Financial Report for May, 2011.
15. Budget Adjustment (11-69): Increase in expenses with offsetting increase in revenue.
16. Budget Adjustment (11-74): Increase in expenses with offsetting increase in revenue.
17. Budget Adjustment (11-75): Increase in expenses with offsetting increase in revenue.
18. Zoo Monthly Activity Report.
 - a. Operations Report.
 - i. Admissions, Revenue, Attendance.
 - ii. Gift Shop, Mayan, Zoo Pass, Misc Revenue.
 - b. Education/Volunteer Programs Report.
 - c. Curator's Report.
 - d. Zoo Director's Report.

Golf Course

19. Budget Status Financial Report for May, 2011.
20. Golf Course Financial Statistics as of June 19, 2011.
21. Superintendent's Report.

Library

22. Budget Status Financial Report for May, 2011.
23. Central Library repair update.
24. Director's Report.

Jesse Brunette, Chair


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JULY 2011



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	4th of July 		Public Safety 5:00 pm	Ed & Rec 5:45 pm (Resch Centre)		
	Executive Cmte 6:30 pm					
10	11	12	13	14	15	16
17	18	19	Board of Supervisors 7:00 pm	21	22	23
	Land Con 7 pm Plan Dev & Trans 7:30 pm		Human Svc 6:00 pm	Admin 5:30 pm		
24	25	26	27	28	29	30
31						

AUGUST 2011



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5:00 pm	Ed & Rec 5:00 pm		
	1	2	3	4	5	6
7	Executive Cmte 6:30 p.m.	9	10	11	12	13
14	15	16	Board of Supervisors 7:00 pm	18	19	20
21	Land Con 7 pm Plan Dev & Trans 7:30 pm	23	Human Svc 6:00 pm	Admin 5:30 pm	26	27
28	29	30	31			

BROWN COUNTY COMMITTEE MINUTES

- Criminal Justice Coordinating Board (May 31, 2011)
- Facility Master Plan Subcommittee (June 16, 2011)
- Neville Public Museum Governing Board (June 13, 2011)
- Veterans' Recognition Subcommittee (June 21, 2011)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE BROWN COUNTY
CRIMINAL JUSTICE COORDINATING BOARD**

Pursuant to Section 19.84 Wisconsin Statutes, a regular meeting of the **Brown County Criminal Justice Coordinating Board** was held on Tuesday, May 31, 2011 in the Truttman Room of the Law Enforcement Center – 300 East Walnut Street, Green Bay, Wisconsin.

Present: Judge Kendall Kelley-Chair, Brian Shoup, Phil Steffen, John Gossage, Pat Evans, Jed Neuman
Excused: Tom De Wane, Jim Arts, John Zakowski, Lesley Green
Citizen Reps: Tim McNulty, Jeffrey Jazgar
Also Present: Tony Walter - media

1. **Call Meeting to Order.**

The meeting was called to order by Chair Judge Kendall Kelley at 3:34 p.m.

2. **Approve/Modify Agenda.**

Motion made by Mc Nulty, seconded by Neuman to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Approve/Modify Minutes of April 26, 2011.**

Motion made by Gossage, seconded by Jazgar to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Following the minutes being approved, it was noted that Jed Neumann should have been marked as excused from the April 26, 2011 meeting.

4. **Board Planning and Membership.**

A very brief discussion was held with regard to suspending meetings of this Board for the summer.

5. **Veterans' Court**

Judge Kelley reported that progress is continuing with regard to Veterans' Court. They are looking at various ways in which Veterans' Court has been implemented in other counties and have also been working with the VA to better understand their resources and how we can all work together to utilize the resources in the most prudent manner. The focus continues to be how to use the existing resources for veterans without generating new tax payer expenses.

Jail Security Lieutenant Phil Steffen stated that he had created a questionnaire and spreadsheet to track the number of veterans in jail. There have been seven veterans admitted since May 11. This information was easily obtained through the intake process. The offenses included four probation holds, an OWI – 4th offense, an OWI - 5th offense and one sexual assault involving a child. Steffen stated that during the intake process the inmates were asked if they were a veteran, and if so, what branch of service they were in, when they served, if they were honorably discharged and if they had a full or partial military discharge. Jed Neuman suggested they be asked "have you ever served in any branch of the armed forces" instead of "are you a veteran?" Judge Kelley agreed and felt that "are you a veteran" is a problem sometimes because people may not view themselves as a veteran

if they have been a reservist or for other reasons. Judge Kelley stated that both an honorable discharge and a general discharge would be considered for eligibility for Veterans' Court.

Brian Shoup arrived at 3:47 p.m.

Tim McNulty stated that NWTC is currently in the process of building a courtroom for training purposes in their Public Safety Division and indicated that this courtroom would be available for Veterans' Court during the evening hours at no cost. There may also be adjacent classroom space available for training or other purposes.

Motion made by Evans, seconded by Shoup to receive and place on file Items 4 & 5. Vote taken. MOTION CARRIED UNANIMOUSLY

6. Jail Overcrowding

Sheriff Gossage reported that the jail was at 94% capacity last week and this week the jail is at 90% capacity. The cost to add 184 beds to the jail would be about 20 million dollars when construction, architect, salary and fringes for staff and utilities are factored in.

One idea to divert jail bed days would be to increase electronic monitoring. Currently there are about 60 inmates on electronic monitoring with two officers overseeing them and this has been very successful. The electronic monitoring system is a GPS system that operates off cell phone towers. It gives an accurate understanding of where an inmate is at all times and is also capable of tracking where an inmate has been, even after the monitoring is done. Currently for a Huber inmate, there is no way to tell if they actually report to work as they are supposed to, whereas under the tracking feature of the GPS system, the inmate can be tracked to be sure they are where they belong. Gossage stated the caveat is that another officer would have to be added on the EMP program to raise the numbers up to drop bed days, but he felt this would be a viable option for the County to look into and from a fiscal impact standpoint it would be a proactive approach.

Gossage stated that when the jail population went down to 88 percent, they were able to close one pod which saved two officers and a lot of overtime and resulted in \$700,000 going back to the County.

Judge Kelley stated if the Jail is finding that there are low risk inmates taking up space in the jail and there is an appropriate alternative, he would be happy to pass that on to the Judges. He stated that all of the judges are very supportive of the idea of Huber and the benefits of work, not only for the income but also for character building.

Gossage stated that one of the things he was concerned about was what types of crimes, if any, are being perpetrated by individuals when they are on the monitor. Jed Neuman stated that he has not seen any new crimes committed by inmates while on the monitor. He did state that there are technical violations while on the monitor, but these are rule violations for such things such as curfew issues, use of alcohol and schedule violations.

Phil Steffen also stated that fast tracking was another idea that was brought up quite a while ago. It would take a cooperative effort among all parties involved to get this going, but he felt it may be worthwhile to explore. This would involve getting an offender into court as soon as possible. It has been proven to work from a treatment standpoint for things such as OWI, AODA and domestics. Judge Kelley stated that this had been looked at for nonviolent, first time offenders, but it takes a lot of resources. He did state that from a judicial standpoint he would be supportive if the resources could accommodate it.

7. **Such other matters as authorized by law.**

Judge Kelley stated that last year there were some issues with getting a quorum for summer meetings. A discussion was held and it was determined that the Board should take the summer months off and reconvene in September.

Human Services Director Brian Shoup informed the Board that his department is currently looking at an alternative for kids who are adjudicated delinquent that otherwise might be sent to Lincoln Hills. Under the Governor's proposed budget youth aid which the County draws from for community alternatives or for placement in State criminal institutions will be cut and the Governor is also raising the per diem \$10.00 over the next two years. Discussions have been occurring as to what Human Services might be able to work out with the courts as an alternative and Shoup felt that savings may come either by lower per diems or shorter, more intensive stays and he felt that shorter stays would give the most efficiency. He will have more to report on this in the fall.

8. **Adjourn**

Motion made by Evans, seconded by Steffens to adjourn at 4:28 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY FACILITY MASTER PLAN
SUBCOMMITTEE

Pursuant to Section 19.84 Wis. Stats., a meeting of the **Facility Master Plan Subcommittee** was held on Thursday, June 16, 2011 at 5:30 p.m. in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Carole Andrews, Mike Fleck, Pat Wetzel

Excused: Bill Clancy

Also Present: County Executive Troy Streckenbach, Jeff Oudeans, Doug Hartman

1. **Call to Order.**

The meeting was called to order by Chair Andrews at 5:30 p.m.

2. **Approve/ Modify Agenda.**

A motion was made by Supervisor Fleck, seconded by Supervisor Wetzel to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

3. **Approve/Modify Minutes of May 19, 2011.**

A motion was made by Supervisor Wetzel, seconded by Supervisor Fleck to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

4. **Comments from the Public.**

County Executive Troy Streckenbach addressed the Committee at this time. He stated that he felt some decisions need to be made with regard to the MHC building. He is aware that Facilities Management is doing a considerable amount of work in processing options including demolition as well as keeping the property on the market, but he felt that at some point a final decision needs to be made.

Streckenbach also indicated that he felt the County needs to look at options available to the Health Department including whether they should stay at their current location on Broadway and continue to make lease payments, whether the County should attempt to purchase the property and make some renovations, or look at the possibility of relocating the Health Department to a location more central to the downtown County campus. There have been concerns by the Health Department that the property they are currently renting is not being properly maintained and it would be their desire to purchase the property and make renovations to make it more appropriate for the Health Department's use. The Health Department does like the location they are in as it provides adequate parking for their clients and is in a good location for the clients they serve. Streckenbach felt the County was at the point where a strategic plan for the Health Department should be considered.

5. **Update on old MHC building.**

Facility Projects Manager Jeff Oudeans provided the Committee with a rough draft of a MHC Demolition Plan, a copy of which is attached. Oudeans stated that Facilities is continuing to investigate alternatives such as the VA option and selling the property. They have also met with a construction company to discuss how to go about demolishing the property. Auctioning off the furniture that remains in the building is also being explored. County Executive Streckenbach indicated that the Drug Task Force had sent a communications to Bill Dowell regarding the

possibility of using some of the furniture and furnishings that are still at the MHC and Oudeans indicated that there are a lot of items out there that are still usable. The discussion continued with regard to the VA project, however, no funds are available for a feasibility study for this project. Oudeans stated that Bill Dowell will continue to investigate options. Oudeans also indicated that there is asbestos in the building which will also need to be dealt with and this would be separate from any demolition contract.

**Motion made by Supervisor Wetzel, seconded by Supervisor Fleck to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

6. **Update on Sheriff's Office building.**

Facility Project Manager Jeff Oudeans provided the Committee with a Sheriff's Office Move Plan, a copy of which is attached, and stated that the Sheriff's Office project continues to be on schedule and should be done by June 30 and the move is scheduled to take place on July 13 – 14. The concrete has been poured for the new building and they were able to catch up on all work that had previously been delayed due to rainy weather. There was some leakage in some of the windows and it was discovered that this had been caused by some missing flashing. This has been fixed and a change order is in the works. Oudeans also indicated that there was no money to paint the exterior of the building so this will be put off until 2012.

**Motion made by Supervisor Wetzel, seconded by Supervisor Fleck to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

7. **Report of efforts to reconcile space needs at the NEW Zoo.**

Assistant Park Director Doug Hartman stated that he, Bill Dowell and Neil Anderson had met recently and had a tour of the NEW Zoo and looked at a number of storage and operation buildings. There is a storage shed for equipment and special events type of items, a building to store animal cages and dry food and coolers, an animal hospital and veterinary center and an education building. Future plans include a new education building and when this is complete there will be space available in the old education building. They discussed some current needs, however, the meeting turned into a more in depth discussion regarding how the educational center could be best used and how the animal hospital could be expanded.

Hartman stated that a new engineer had been hired by the County recently. This engineer, Doug Marsh, has an architectural background and has done space needs work in the past and he will be taking a look at all of the buildings at the NEW Zoo and will put together some planning documents for Neil Anderson for areas such as the food prep area and the educational building. Marsh will meet directly with Anderson to see what he wants and needs and how it all ties in with the Zoo's master plan.

**Motion made by Supervisor Fleck, seconded by Supervisor Wetzel to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

8. **Report of the Facilities Director.**

Assistant Park Manager Doug Hartman reported on the various energy projects going on throughout the County with block grant funds and Focus on Energy rebates. Photovoltaic (PV) projects are currently being performed at five locations including the fairgrounds, ADRC, Barkhausen, Sheriff's Office and Weyers-Hilliard Library. These projects will turn the sun's energy into electricity, either for use while the buildings are occupied or for sell back to the utility at the same price that the County would pay for it. The project at the fairgrounds consists of five rows of 18 panels each and should be done within the next few days. Roof penetrations have taken place for the project at ADRC and the panels will be installed in mid-July. The project at Barkhausen will consist of a fixed racking system and two dual access tracking units. The Sheriff's Office portion of this PV project will consist of six to eight pedestals on the south side of the building. The last portion of the project will be at the Weyers-Hilliard Library and will consist of two tracking pedestals. All of these PV projects should be complete by the end of September.

Hartmann indicated that they would like to have some sort of interpretive display at some of these project sites to explain the projects and the benefits of them. There will also be energy performance monitors that will provide real-time data to the internet and anyone would be able to access the website to see how the panels are set up and how much energy they are generating at any time.

Other energy projects currently underway include lighting projects wherein 32 watt bulbs are being replaced with 28 watt bulbs in the Sophie Beaumont Building, Law Enforcement Center, Northern Building and Courthouse as well as a solar hot water project at the Jail. The ADRC is installing a direct digital control for their HVAC system and this should be done by the end of summer and will make energy usage in that building much more efficient. Finally, energy projects have been completed at the library and they are now documenting some significant savings in energy costs.

**Motion made by Supervisor Wetzel, seconded by Supervisor Fleck to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

9. **Such other matters as authorized by law.**

There will be no Facilities Master Plan Subcommittee meeting in July.

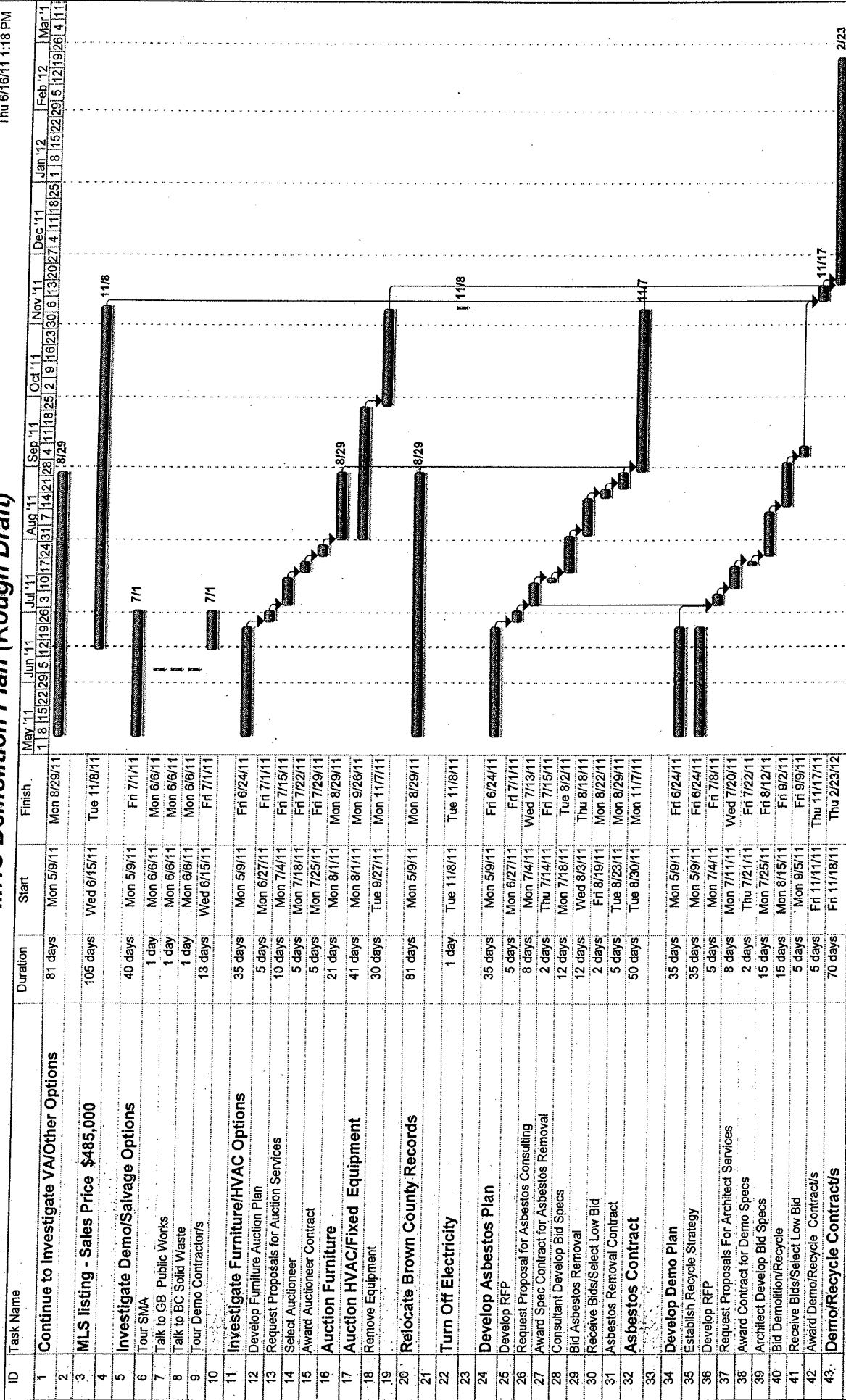
**Motion made by Supervisor Fleck, seconded by Supervisor Wetzel to adjourn at 6:12 p.m.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio
Recording Secretary

MHC Demolition Plan (Rough Draft)

Thu 6/16/11 1:18 PM



Sheriff Office Move Plan

Thu 6/16/11 1:19 PM

ID	Task 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PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, June 13, 2011 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kramer Rock, Bob Jossie, Jesse Brunette, Pat Wetzel

EXCUSED: Kevin Kuehn, Kyle Hoops

ALSO

PRESENT: Rolf Johnson, Jean Hermes

1. **CALL MEETING TO ORDER**

Vice Chairman Kramer Rock called the meeting to order at 4:50

2. **APPROVE/MODIFY AGNEDA**

Motion made by Jesse Brunette and seconded by Pat Wetzel to approve the agenda. Vote taken. **MOTION APPROVED UNANIMOUSLY.**

3. **APPROVE/MODIFY MINUTES of March 14, 2011**

Motion made by Pat Wetzel and seconded by Jesse Brunette to approve. Vote taken. **MOTION APPROVED UNANIMOUSLY.**

4. **REVIEW/MODIFY SUMMARY of May 9, 2011.**

Motion made by Pat Wetzel and seconded by Kramer Rock to approve. Vote taken. **MOTION APPROVED UNANIMOUSLY.**

5. **Director's Report**

Rolf reported on work related to reviewing the Governance Model for the museum. He informed the board that there is discussion going on regarding the changing view of Governance throughout the museum industry, as reflected in session topics at the 2011 AAM meeting. An organizational chart was distributed which reflects the current organization structure of the Neville. Rolf pointed out that this is not the most efficient way for the museum to "do business", including everything from facilitating operations, interactions with county employees and the very important and growing relationship with the Foundation. Rolf, as a point of reference, asks if anyone at the meeting would like to discuss this matter further, since he has asked for an internal review of museum governance by the County Executive and Museum Foundation, and believes the distributed org chart adequately reflects the current situation here. Discussion of the organizational chart follows.

Later in the meeting Rolf will ask for feedback in terms of his interactions with, and reporting to the Governing Board. Rolf is also trying to change the interaction he has (versus that of his predecessor) with the County's Ed & Rec Committee and is trying to restructure that relationship. Further explanation of the flow chart ensues.

Rolf observes that he is generating a lot of "parallel reports" that have virtually the same data. He believes this process is complex and overly complicated as well as taking inordinate amounts of time. There seems to be a recognition that we could do things to improve the actual reporting structure and streamline how these bodies (the Ed & Rec Committee, the Museum Foundation and the Governing Board) interact together, ideally through the office of the Museum Director.

Rolf realizes that the Foundation employees, as a complement to County staff, are doing critical work; not only helping the Foundation Board take care of financial reports etc. but they are also doing the marketing for the Museum. Community members and stakeholders Rolf has interacted with during his first three months here have identified marketing is a "weak link in the chain," and he feels that the Governing board should be made more aware of this issue given the implications for earned revenue and attendance at the institution.

Rolf defers to Kramer regarding the internal analysis and assessment of governance that is now occurring on the part of the Foundation. The County Executive is aware that this analysis is occurring, with the goal of better defining possible governance changes moving forward.

Kramer feels that there is ambiguity within the community in terms of the "go to" person for the Museum. He wants to assure that we are not paving a road forward that no one knows about. The Foundation is therefore evaluating the concept that there should be one face representing the museum to go out in the community. In the model being explored, the Museum Director would also wear the hat of non-compensated CEO of the Foundation. This would allow a permeable membrane between the two entities where the Director goes back and forth in his work between the Museum (i.e. Brown County) and Foundation. He is not suggesting that the primary responsibility of fund raising falls on the Director because that would be an unfair burden. The Foundation is still looking for a Development Director and is conducting interviews. They believe that they have a good candidate for the position.

Adopting this governance model would let the public (and potential funders) know that the Director of the Museum is also the head of the Foundation. Bob Jossie questions if that means that the Director would directly report to the Foundation. Kramer states that this is not the case and that's why they are trying to stay away from any elected official or public person questioning whether or not taxpayer money is going to the Foundation. The Foundation is trying to convey the symbolism of this reorganization while still maintaining a distinction between the work being done for both entities. Symbolically, within the community there would be a clearer understanding that the Museum Director represents the "whole" Museum, i.e. he's the head of the Foundation's support activities and the Director of the Museum's operations.

In reality, Rolf would do what would normally be done on a daily and annual basis anyway: go out with the fund raising person on requests, but not have to initiate everything related to fundraising. Kramer wants to make sure that the elected officials don't sense that tax payers are funding the Foundation's activities. Foundation staff at the Museum would still report to the Board of Directors of the Foundation eliminating any paper shuffling, annual revues, liability etc. on the part of the Museum Director.

Rolf adds that this can help to clarify and strengthen the public/private partnership between the County and the Foundation. You can have this segregation of the two entities but in effect you're running integrated operations through one office. Rolf believes this will clarify, for the general public, that there is one person you can go to in order to find out what is happening in the Museum, not only on a daily basis but strategically one or two years from now. If pursued, this new governance model can be put into effect on a one-year, trial basis. A new org chart will need to be developed to show this new relationship between Museum and Foundation.

One additional motivation for the above analysis is coming from the County Executive, who has encouraged Rolf and the Board of the Foundation to develop some alternative governance models that he can look at. The Executive is trying to figure out the best path forward for sustaining the Museum, from maintaining the status quo to becoming an enterprise like the Zoo or completely privatizing the Museum.

Rolf notes that there was a fundraising committee meeting at the Museum last week and at that time, by their own admission, the members admitted to working tactically rather than strategically on development. Given the collective need to change this approach, a new development strategy needs to be created from the Director's office, in-concert with the Foundation.

Kramer feels that the Foundation should hire someone for the Development Director position who is already connected to the local, philanthropic community, who can get out, get the doors open, and approach people known to be potential donators to the Museum.

Jesse states that he likes the governance change idea and has always felt the Foundation role to be confusing as it relates to the government (County) role in support of the Museum. However, he is concerned that the Ed & Rec Committee and the County Board may perceive this new idea as a threat and understands that more research into the legalities of a changed relationship, and the role of the Museum Director, is necessary. He also believes that the previous Director's management style was that of a "nine-to-five" person and he feels Rolf's strengths are much more suited to the extra work that this new governance model would entail.

Rolf would like to see someone hired for the Foundation development position as soon as possible so that he can act on the connections that he is already making and that they will also make for him.

Pat Wetzel likes the idea of a "Museum guy" that is recognized as the go to person for these important development tasks.

Rolf proceeds with his Director's Report and talks about operational highlights since the last Governing Board meeting. He discusses productive meetings with the County Executive. He mentions the take-home message that the County Executive gave to all of the County Department Heads, which was to expect the budgets for the next two years to be very challenging, referencing a minimum \$3.5 million shortfall for FY 2012. The County Executive is on record as saying that he really would like to drop the FY 2012 budget down to save \$5 million (i.e. an additional \$1.5 million) with a goal of being able to reinvest the initial savings back into capacity building. Rolf has also met internally with County "cluster groups" to look for efficiencies and collaborative ideas from fellow Department Heads. For example, the Harbor Commission is interested in telling the story of the port. Rolf sees the Museum involved in this project. Rolf will articulate services to other County departments (e.g. marketing) that the Museum could supply.

Rolf thanks Kramer Rock for the tremendous amount of time and energy that he has given to Rolf the last couple of months bringing Rolf up-to-speed. The fact that we are being tactical in our approach now - and need to turn quickly to working strategically - is stressed. Rolf has been approached by all kinds of people asking how they can help the museum. Example: Voyager Magazine, a history publication, has allowed us to place a half page ad marketing two museum exhibits (Badger Boys and Green Bay A to Z). We have paid for the ad up front and the magazine has written a check back to us to pay for the ad.

One of the things Rolf would like to do with Arketype is to have them help us develop a "reintroduction" campaign, i.e. to reintroduce the Neville Museum to our audiences. We need to reintroduce the Neville to the general public, stakeholders and politicians. Jesse Brunette agreed. Rolf has also engaged in a fair amount of public outreach including the Harbor Commission meeting and the port related work, the Optimist club, two Kiwanis meetings, the Executive Committee of the Chamber of Commerce, Retired Federal Employees and other assorted one-on-one meetings. Rolf credits Foundation members in helping connect him to people he should meet. Rolf plans to meet and greet as many people as possible over the next few months to talk about what might be happening at the Museum as we move forward.

Rolf is also in the process of reviewing internal policies, standard operating procedures and problems that we are already running into. He gives an example of the current fee sheet. He asks for the Foundation's help in creating better vehicles (e.g. events) for earned revenue generation. Rolf feels that we are not at the price point for the market. Also, he is finding himself in hard but productive negotiations with the UW-GB, Learning in Retirement group. The Museum loves the number of people attending but very few are members and they do not pay an additional admission fee. Rolf feels we are giving them "a steal" on room rental. Rolf asks the Foundation to work with him on this and other activities with earned revenue potential. Rolf is reviewing existing policies and needs to make recommendations to the Governing Board, Ed & Rec, and the Foundation to improve and develop said policies.

The staff is currently in a mode of "quantity over quality," turning out exhibit after exhibit. What we need to do moving forward is to concentrate on quality and impact. Program evaluations and exhibit evaluations are now in progress.

Rolf notes his request with the County for ticketing software and the need for demographic data as we make programmatic changes.

Other evaluations include space assessments for all our rooms and how they can be better utilized.

Rolf is very pleased with his interactions with the Ed and Rec Committee. Jesse agrees there is a good relation with the committee.

Rolf feels that the "Community Listening Session" scheduled for Tuesday, June 14 is a key element in reintroducing the community to the Museum. The session is a positive way to look into the future of the Museum while engendering community buy-in and support.

Jesse reports that the agenda includes ED & Rec role call, Governing Brd. role call, Board of Directors of the Museum Foundation role call. Jesse will make some introductory comments and then gather information from members of the public concerning the future development of the Neville Public Museum, with follow up questions from panel members. The notice regarding the session is out to the public and Jesse hopes for a good turn out. Kramer is concerned questions will be awkward for the general public. Jesse states that he will be the facilitator and steer the conversation in the right direction. If the conversation becomes misguided, Jesse will go back to the premise that it is actually a listening session and no formal action will be taken.

Rolf feels that one thing that should be discussed a little more before the session are the mechanics and format of the meeting. If you plan to record the session, do you want people to actually come up and talk into a microphone or if people should give written questions that the moderator then reads. Rolf wants to make sure all Committee members are on the same page in terms of a process that needs to be generic at this stage of the game. He reaffirms that there will be many community feedback sessions like this moving forward as a permanent evaluation tool of the museum. Carol Jones informed Rolf that Harry Maier will attend the listening session. The session, pre-session and post-session will be videotaped. This will enable us to report the process to the rest of the museum industry.

Bob Jossie likes the idea but cautions not to expect a lot of people to attend. Because of a prior commitment, Bob will not be able to attend.

Rolf reports that the 2011 American Association of Museums' conference that he attended in Houston was very worthwhile. There was a lot of talk about governance, the use and application of social media, skill sets required for museum staff in the future, leading people through change and allowing them to take risks. By their own admission, the museum's staff is feeling the need to change the way they approach their work and

Rolf needs to figure out how to encourage them in appropriate ways to prepare for the changes coming and to be willing to take risks with new program ideas.

Rolf will talk to the Foundation about exciting information he learned about how to increase membership by changing the way we structure membership options. He attended many sessions geared toward CEOs and Directors, which reinforced the fact that many of the issues being faced by the Neville are also being faced by other museums. Rolf is very anxious to talk to the group about ideas for getting museum visitors on-the-water (an idea shared by Kramer) which would add to the earned revenue potential for the museum, as well as programmatically pushing us beyond the walls of the institution. In addition Rolf stated that we have good exhibits running but they are not necessarily great. Rolf has talked to the curators regarding this and has already begun brainstorming ways in which we can add to the exhibits after they open to make them more fun and engaging. The team has reviewed Alive in Wood and Green Bay A-Z as test cases. Two exhibits coming up are the Port of Green Bay exhibit and the 30 year retrospective for Art Street. Last but not least, all educational programming is under review including curriculum based (in the classroom) to smaller "traditional programs" run by the Museum, as well as outreach efforts. Curatorial research is on "auto pilot" for now pending subsequent review by staff.

6. ACCEPT DIRECTOR'S REPORT AS PRESENTED

Motion made by Bob Jossie and seconded by Jesse Brunette to accept. Vote taken.
MOTION APPROVED UNANIMOUSLY

7. ADJOURNMENT

Motion made by Kramer Rock and seconded by Jesse Brunette to adjourn at 5:45 p.m.
Vote taken. **MOTION APPROVED UNANIMOUSLY**

ADJOURNMENT

The meeting adjourned at 5:45 pm

Respectfully submitted,
Jean Hermes

Next Meeting
Monday—July 11, 2011
4:30 p.m.

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, June 21, 2011 at 5:15 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Bernie Erickson, Don Bettine, Delores Pierce, Duane Pierce, Jim Haskins,
Jerry Polus, John Walschinski, John Maino, Joe Witkowski
EXCUSED: Sherry Steenbock, Troy Ness
ALSO PRESENT: Ron Van Dyke, Dave Connaher

****Running Total of Veterans' Certificates: 1190**

1. Call Meeting to Order:

The meeting was called to order by Chair Bernie Erickson at 5:15 p.m.

2. Invocation by Jim Haskins.

3. Approve/Modify Agenda:

A MOTION WAS MADE BY JOHN WALSCHINSKI, SECONDED BY DUANE PIERCE TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY

4. Approve/Modify Minutes of May 17, 2011:

Don Bettine wished it be noted that with regard to Item 5, flags were placed on the graves of vets at Fort Howard Memorial Park on Saturday, May 20, 2011 by two Boy Scout troops.

Joe Witkowski also wished it be noted that he should not have been marked as "excused" from the May 17, 2011 meeting, but rather as "absent".

A MOTION WAS MADE BY DONALD BETTINE, SECONDED BY JIM HASKINS TO APPROVE THE MINUTES AS CORRECTED. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Report By Chairman Bernie Erickson.

Chair Erickson reported that Congressman Ribble had recently been in town for a veterans meeting at the National Guard Armory and Erickson provided the Committee with copies of information Ribble presented. Erickson went on to say that in talking with Ribble, he confirmed that the VA Hospital will definitely be happening soon. The delays occurred because the project was rebid due to changes made as there was extra money available that they wished to utilize. Erickson also informed that he had received an e mail from Ribble's assistant, Kerry Niemcek, stating that he could feel free to refer vets to her if they need a little assistance navigating the system. This e email went on to state "the gals at the Brown County Veterans' Service Office are held in very high regard in northeastern Wisconsin for their service to county veterans. They have provided great help to me too as I learn my duties here and I consider them a great treasure".

Chair Erickson also reported that he had solicited some donations of prizes to be given out at the Fair. Jerry Watson of The Bar donated two framed Superbowl XLV pictures; a representative of Plano Tackle Company donated two soft-sided tackle boxes; Russ's Barber Shop donated a number of haircut certificates; and Jim Pyle of the Green Bay Area Great Lakes Fishing Association donated a half day fishing charter for either a guided perch fishing trip or a walleye fishing trip. This trip has a value of approximately \$350.00. It was decided that there should be two raffle buckets, one for veterans and one for others to be sure that the donated prizes, especially the fishing trip, be won by veterans. Witkowski thanked Bernie for his work in securing these donations and a round of applause followed.

6. Discussion re: Brown County Fair (August 20, 2011).

Jerry Polus indicated that the Pulaski High School band has committed to perform on Saturday, August 20 and will play a medley of patriotic songs. The Committee will be responsible for paying the cost of the bus of \$150.00 as well as providing each band member with a \$5.00 food voucher. Due to the size of the stage, there will be 50 band members coming to perform. John Maino asked if it would be possible to secure a donation for food for the band members, but it was decided that it would be best to buy from one of the service organizations that provides food at the fair. The fair will provide water for the band.

Polus also brought a number of samples of the advertising poster to the meeting and asked the Committee to vote for their favorite. The winner was a sign with a blue background and red lettering. Polus will have 60 posters printed and these should be done by June 27 for anyone interested in picking up signs to display. Tickets will be mailed out to all area veterans organizations and will also be available at key locations in the community as well as in the veteran's office.

Ron Van Dyke of the Fair Board also informed that during the month of July fair tickets will be selling for \$7.00 at various locations which includes admission to the fair, parking, unlimited rides and all other activities.

Polus went on to report that Tom Mahoney will be the master of ceremonies and he will be invited to the next Committee meeting if he is available to go over the agenda. Erickson will also give a brief address and so will County Executive Troy Streckenbach. Polus stated that they also need someone to arrange for the posting of colors and John Walschinski indicated he will ask his VFW Post 7534 if they are available and get back to Polus. With regard to door prizes, in addition to what Erickson has had donated, there will be some tee shirts, and mugs and Maino will also obtain prizes.

A MOTION WAS MADE BY JIM HASKINS, SECONDED BY DONALD BETTINE TO PURCHASE A BOX OF MUGS. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY

Van Dyke stated that the stage will be set up west of the bathrooms this year which is a little different than in past years. The stage is covered and he will also make arrangements to have a tent set up next to the stage to provide some shade and shelter. There is no rain plan other than possibly moving into the show barn. Van Dyke further stated that he will attempt to have the Fair Board promote the veterans ceremony in their advertising and John Maino also indicated that he would promote this event on the air.

Polus concluded his report by indicating that a new banner is needed for this event that says "Brown County Armed Forces Appreciation Day" to help mark the location of the ceremony. Maino indicated he felt he could secure a donation of a banner and he will work on this.

7. Report from CVSO Jerry Polus:

Polus indicated that John Walschinski had an idea with regard to sponsorship and invited Walschinski to share this with the group. Walschinski stated that he has a goal of establishing a Veterans Sponsorship Alliance for veterans of Green Bay and Brown County. This would be a five year program where a company would contribute a certain amount of dollars per year for five years to provide ongoing funds. He has already secured a tentative commitment from Lazy Boy Furniture Gallery for \$1,000 per year and they have also agreed to provide a recliner for a drawing for veterans. Walschinski felt this alliance is a good thing for Brown County veterans because it will provide a network of sponsorship and donors committed to helping veterans over a period of time. He made up a flyer that he shared with the Committee. He felt that there are a number of companies that will commit to helping veterans if it is approached in the right way. Polus made the suggestion that any sponsorship donations be made payable to the Brown County Veterans Recognition Subcommittee and the Committee would then be able to determine how they wished to utilize the funds. Erickson indicated donors should receive a framed certificate that they could display in their business to show that they support veterans.

8. **Report from Committee Members Present (Bettine, Haskins, Maino, Ness, Pierce, Steenbock, Walschinski & Witkowski):**

- ❖ Donald Bettine stated that he had worked at the welcoming table at the Supermarket of Veterans Benefits recently and felt that the amount of information available to veterans was outstanding; however, he felt that the attendance was not that great. Polus stated that overall it was not well attended and this was possibly attributed to the fact that some of the key vendors did not show up.

Bettine also indicated that an Old Glory Honor Flight left on June 9, another will be leaving on July 27 from Oshkosh and there will be one in August and another in October.

- ❖ Jim Haskins shared some recent newspaper articles, including one from the Press Gazette by Warren Gerds entitled "LZ Lambeau Factors in State Media Awards". Haskins also reported that the Railroad Museum is one of more than 1,300 museums across the country that is currently offering free admission to active duty military members from Memorial Day through Labor Day. More information can be obtained at <http://www.nea.gov/national/bluestarmuseums/faq.html>.

Haskins also shared a poem he had written entitled "Freedom" with the group.

- ❖ John Walschinski recapped his earlier report with regard to his goal of establishing a Veterans Sponsorship Alliance.
- ❖ John Maino reported that the house built for the injured vet in Keshena had been completed and this effort was made possible through volunteer efforts and donations.

Maino also reported that on June 6 he was at an event at Heritage Hill that included a seminar on D Day and there was a panel of veterans from D Day. Duane Pierce also attended this event and said that it was very worthwhile.

- ❖ Duane Pierce indicated that he felt all Memorial Day activities he participated in were well organized and well attended. He also reported that he recently attended a ceremony in a small cemetery in Harshaw, Wisconsin with his Rolling Thunder group. The program was almost 2 ½ hours long and included a helicopter flyover and both he and his wife felt it was a very, very good ceremony and he urged people to attend this in the future. Photos from the event can be viewed at: <http://veteransceremonyharshaw.blogspot.com>.

Duane also reported that on August 27 Rolling Thunder will be holding their third annual bike ride and bike show at The Bar in Rothschild. Registration is from 8:30 to 10:30 a.m. and the ride starts at 10:30 a.m. More information is attached. Also, on July 9 Pearly Gates in Green Bay will hold their Vietnam Veterans Ride. Registration is from 9:00 a.m. to 11:00 a.m., a ceremony paying tribute to women veterans will be held at 11:00 a.m. and the ride will leave at noon and return between 4:00 – 5:00 p.m.

- ❖ Joe Witkowski reported that he belonged to the Military 20 Year Club in Marinette and on Memorial Day they had rifle honor salutes and Taps at nine different cemeteries in the Marinette – Menominee area. He also wished to mention that he recently read an article that there was a possibility that Category 7 & 8 vets would be excluded from treatment at VA clinics. The final item Witkowski wished to bring to the Committee's attention was the fact that \$100,000 is paid to the family of a soldier that is killed in the military. These funds can be used for any reason such as outstanding debts or unforeseen expenses. The government also pays for transportation, dress uniform, all funeral and burial expenses and stone. He felt that this was information the Committee may not be aware of.
- ❖ Erickson reported that there is currently an exhibit at the Neville Public Museum on the Civil War. This will run for the next several months and he stated that museum admission is free on Wednesday nights after 6:00 p.m.

9. **Such other Matters as Authorized by Law.**

Joe Witkowski introduced a guest he brought, Dave Connaher,

10. **Adjourn.**

**A MOTION WAS MADE BY JIM HASKINS, SECONDED BY DUANE PIERCE TO ADJOURN
AT 6:24 P.M. Vote taken. MOTION CARRIED UNANIMOUSLY**

The next meeting will be held on July 19, 2011 at 5:15 p.m.

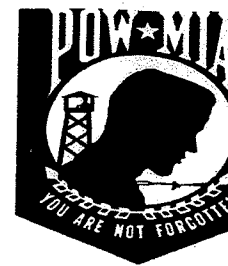
Respectfully submitted,

Therese Giannunzio
Recording Secretary



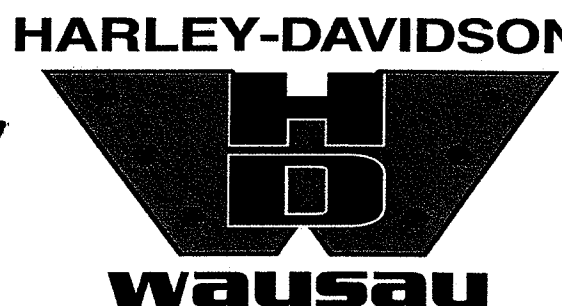
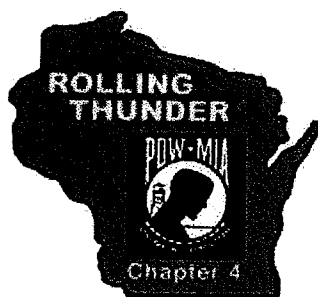
ROLLING THUNDER CHAPTER 4-WI

Third Annual



HELPING OUR VETERANS

RIDE AND BIKE SHOW



Sponsored by: Rolling Thunder - Chapter 4 WI, The Bar, and Harley Davidson of Wausau
Come ride, walk, or just hang out to raise some dough
And Help us to Help Our Local Veterans in Central Wi

DATE: Saturday - August 27, 2011
LOCATION: The Bar 10302 Market St. Rothschild, WI
REGISTRATION: 8:30 am to 10:30 am (Ride starts at 10:30 am- bike show is all day)
DONATION: Motorcycles \$20 Cars and Trucks \$20 Walkers \$5
(bike show is free to all but any donation to the vets is appreciated)

FOOD, BEVERAGES AND RAFFLE PRIZES ALL DAY AT THE BAR
Live Music by the BAD DOWNS Starting at 9:30 P.M.

BIKE CLASSES AT BIKE SHOW

American Stock
American Custom
Metric stock
Metric Custom
Rat class
Barn Bike

All Parts came in a box from the manufacturer
Anything goes
All Parts came in a box from the manufacturer
Anything goes
Basically think Duct Tape
Under 1000cc and no newer than 1985 - any make or model

(The type of bike you first started riding that you paid \$400 for and got out of someones barn)

BRING THE WHOLE FAMILY, WORKPLACE OR NEIGHBORHOOD AND MAKE THIS A GREAT EVENT FOR OUR VETERANS

